



Central Lakes College Email Rollover

For those students who would prefer college email notifications be sent to either their personal email, or high school email account, follow these instructions.

[OUTLOOK - HOW TO FORWARD EMAILS TO ANOTHER ACCOUNT](#)

Office 365 Login for Students

How to login to your student email account:

1. Go to [O365 Login Screen](#)
2. Log in using the following information:
 1. Username: StarID@go.minnstate.edu (use your unique StarID)
 2. Password: StarID Password (you created)

NOTE! The username listed above is NOT your email address. Your email address is your firstname.lastname@go.clcmn.edu.

If this is the first time you are logging into the account you will need to set up multi-factor authentication.

Office 365 Multi-Factor Authentication

My recommendation is to receive a texted code instead of setting up the Microsoft Authenticator App. Here are directions for that option:

1. Select **I want to set up a different method** from the bottom left of the 'Keep your account secure' screen.
2. Select **Phone** from the drop-down menu.
3. Enter your phone number into the indicated space on the next screen.
4. Finally, enter the code you receive into the final screen to complete the set-up process.

If you have any account issues, please reach out to the Help Desk directly. Here is contact information:

Email: helpdesk@clcmn.edu

In-person & Phone Support

218-855-8200 | 7:30-4:30 M-F

[Virtual Help Desk](#) | 9:00 – 2:00 M-Th, 9:00-11:00 F

Website: <http://www.clcmn.edu/technology-reference-guide/>